

01- R-1005

**A RESOLUTION BY**

**FINANCE/EXECUTIVE COMMITTEE**

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NUMBER TWO WITH P.W. HEARD, INC., FOR FC-6807-97B, SERVICE REPAIR AND MAINTENANCE TO HEATING, VENTILATION AND AIR CONDITIONING (HVAC) SYSTEMS ON BEHALF OF THE DEPARTMENT OF ADMINISTRATIVE SERVICES FOR AN AMOUNT NOT TO EXCEED \$350,000.00 ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM VARIOUS FUND, ACCOUNT AND CENTER NUMBERS.**

**WHEREAS**, the City of Atlanta did enter into an Agreement with P.W. Heard, Inc., for FC-6807-97B, Service, Repair and Maintenance to Heating, Ventilation and Air Conditioning (HVAC) Systems on behalf of the Department of Administrative Services.

**WHEREAS**, the Contractor has performed contracted services satisfactorily; and

**WHEREAS**, the Director of the Bureau of General Services and the Purchasing Agent of the Bureau of Purchasing and Real Estate have recommended Renewal Agreement No.2 with P.W. Heard, Inc. for FC-6807-97B, Service, Repair and Maintenance to Heating, Ventilation and Air Conditioning (HVAC) Systems; and

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA**, that the Mayor be and is hereby authorized to enter into Renewal Agreement No. 2 for an amount not to exceed \$350,000.00.

**BE IT FURTHER RESOLVED**, that the Purchasing Agent of the Bureau of Purchasing and Real Estate be and is hereby directed to prepare an appropriate Renewal Agreement No. 2 for FC-6807-97B, Service Repair and Maintenance to Heating, Ventilation and Air Conditioning (HVAC) Systems to be executed by the Mayor and to be approved by the City Attorney as to form.

**BE IT FURTHER RESOLVED**, that Renewal Agreement No. 2 shall not become binding on the City, and the City shall incur no liability upon same until such contract has been executed by the Mayor and delivered to the contracting party.

**BE IT FURTHER RESOLVED**, that all contracted work shall be charged to and paid from various fund, account, and center numbers.

(BPRE-RFM-6/25/01)

## **LEGISLATION SUMMARY**

**TO:** Executive and Finance Committees

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NUMBER ONE WITH P.W. HEARD, INC., FOR FC-6807-97B, SERVICE REPAIR AND MAINTENANCE TO HEATING, VENTILATION AND AIR CONDITIONING (HVAC) SYSTEMS ON BEHALF OF THE DEPARTMENT OF ADMINISTRATIVE SERVICES FOR AN AMOUNT NOT TO EXCEED \$350,000.00 ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM VARIOUS FUND, ACCOUNT AND CENTER NUMBERS.**

<b>REQUESTING DEPT.:</b>	Department of Administrative Services
<b>CONTRACT/PROPOSAL AWARDEE:</b>	Citywide Annual Service P. W. Heard, Inc.
<b>SOURCE SELECTION:</b>	Sealed Bid
<b>BID OPENING:</b>	April 30, 1997
<b>NO. OF INVITATIONS:</b>	32
<b>BIDS RECEIVED:</b>	2
<b>BIDDERS:</b>	Thomas HV/AC Contracting, Inc. P. W. Heard, Inc.
<b>BACKGROUND:</b>	The City is exercising its option to renew the current HV/AC service agreement.
<b>EVALUATION TEAM COMPOSITION:</b>	OCC, RISK MGMT,DAS



**CITY OF ATLANTA**

**BILL CAMPBELL**  
MAYOR

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**DEPARTMENT OF  
ADMINISTRATIVE SERVICES**

**HERBERT L. McCALL**  
Commissioner

**Bureau of General Services  
Deborah Scott Brooks  
Director**

27 June 2001

**TO:** Felecia Strong Whittaker, Director  
Bureau of Purchasing & Real Estate

**FROM:** Deborah Scott Brooks, Director **DSBrooks**  
Bureau of General Services

**RE:** Renewal Agreement for FC-6807-97B  
Citywide Service, Repair & Maintenance to HVAC  
P.W. Heard, Incorporated

Please accept this correspondence as the Bureau of General Services' recommendation and request to exercise the final renewal option for FC-6807-97B, Citywide Service, Repair & Maintenance to HVAC, as awarded to P.W. Heard, Inc. All contract terms, conditions, stipulations and the amounts of the original contract shall remain the same.

Thank you for your assistance on this matter.

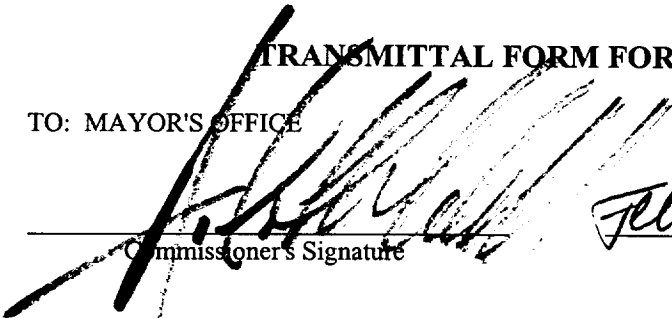
/dsb


**c:** Herbert L. McCall, Commissioner, Department of Administrative Services  
Gwendolyn J. Carswell, Assistant Director, Bureau of General Services  
Rholanda Malveaux, Contracting Officer, Bureau of Purchasing And Real Estate  
Clarence K. Baynes, Jr., Contracts Administration Manager, Bureau of General

**TRANSMITTAL FORM FOR LEGISLATION**

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

  
\_\_\_\_\_  
Commissioner's Signature

  
\_\_\_\_\_  
Director's Signature

Originating Department -Administrative Services

Contact Person: R. F. Malveaux (6938)  
Cynthia Zachery (ext 6057)

Committee(s) of Purview - Finance/Executive

Council Deadline: June 29, 2001

Committee Meeting Dates(s) June 10<sup>th</sup> & 11<sup>th</sup>, 2001

Full Council Date: July 16, 2001

**CAPTION**

**FINANCE/EXECUTIVE COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NUMBER TWO WITH P.W. HEARD, INC., FOR FC-6807-97B, SERVICE REPAIR AND MAINTENANCE TO HEATING, VENTILATION AND AIR CONDITIONING (HVAC) SYSTEMS ON BEHALF OF THE DEPARTMENT OF ADMINISTRATIVE SERVICES FOR AN AMOUNT NOT TO EXCEED \$350,000.00 ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM VARIOUS FUND, ACCOUNT AND CENTER NUMBERS.

**BACKGROUND**

This is a Citywide Annual Contract for the Service, Repair and Maintenance to Heating, Ventilation and Air Conditioning Systems owned and operated by the City of Atlanta at designated facilities for a period of twelve (12) months, on a twenty four (24) hour, seven (7) day week basis.

**FINANCIAL IMPACT**

**FINANCIAL IMPACT (if any)** Various fund account and center numbers

***Mayor's Staff Only***

Received by Mayor's Office:

6/29/01  
(date)

Reviewed by:

gs  
(initials)

(date)

Submitted to Council:

(date)

Action by Committee:

\_\_\_\_ Approved \_\_\_\_ Advertised \_\_\_\_ Held \_\_\_\_ Amended

\_\_\_\_ Substitute \_\_\_\_ Referred \_\_\_\_ Other